



STEERING COUNCIL MEETING MINUTES

January 20, 2023

8:30-10:30

Facilitator:	Lauren VanKeulen		
Meeting Attendees:	<p><u>Steering members present:</u> Casey Gordon, Adrienne Goodstal, Elizabeth Stoddard, Tammy Vincent/Erin Banchoff, Victoria Sluga, Victoria Arnold, Mark Contreras, Ryan VerWys, Alonda Trammell, Jose Salinas, Fran Dalton, Nicole Hofert, Karen Tjapkes, Lindsey Reames, Ryan Kilpatrick, Charisse Mitchell, Gustavo Perez, Lauren VanKeulen (arrived at 8:45)</p> <p><u>Steering members absent with notification:</u> Holly Wilson</p> <p><u>Steering members absent without notification:</u></p> <p><u>Community Members:</u> Lisa Cruden (Family Promise/Nominating Committee), Tara Aday (Safe Haven), Bill Joure (Cherry Health), Tasha Blackmon (Cherry Health), Rebecca Rynbrandt (RGM Solutions), Alyssa Anten (The Salvation Army), Greg Mustric (Woda Cooper)</p> <p><u>Staff:</u> Courtney Myers-Keaton, Brianne Robach</p>		
Time Convened:	8:33 am	Time Adjourned:	10:25 am

Approval of Agenda			
Motion by:	Ryan VerWys	Support from:	Victoria Sluga
Discussion			
Amendments	Add Steering Council Orientation (#14)		
Conclusion	All in favor, motion passes.		
Approval of Minutes		December 16, 2022	
Motion by:	Ryan VerWys	Support from:	Adrienne Goodstal
Discussion			
Amendments	None		
Conclusion	All in favor, motion passes.		
Public Comment on Any Agenda Item			
Discussion			
None			
Approval of Consent Agenda			
Motion by:	Lindsey Reames	Support from:	Adrienne Goodstal
Discussion			
Conclusion	All in favor, motion passes.		
Petitions and Communications			
Discussion			
Data Analysis Committee has asked that the Data Quality workgroup re-engage to ensure consistent data quality and improvement. Courtney will discuss this with the HMIS System Administrator and noted that this highlights the need for full-time HMIS staff support.			
Executive Committee Election			
Discussion			
Nominating Committee presented a slate of nominees and called for additional nominations from the floor. Following three calls for nominations, the slate was closed and members voted digitally. (Karen Tjapkes left at 8:54am)			



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Results: Chair – Casey Gordon, Vice Chair – Elizabeth Stoddard, Secretary – Adrienne Goodstal, Treasurer – Lauren VanKeulen, Member at Large - Ryan Kilpatrick.		
Action Items	Person Responsible	Deadline
Woda Cooper: Low-Income Housing Tax Credit (LIHTC) Project Overview		
Discussion		
Greg Mustric, of Woda Cooper, thanked Steering for their support of the Breton Grove project which was recently awarded tax credits. Woda Cooper is collaborating with Cherry Health to submit another proposal in April; they will present the site plan and request a letter of support in February.		
Action Items	Person Responsible	Deadline
Funding & Infrastructure: Proposed Budget		
Discussion		
Courtney Myers-Keaton, CoC Director, overviewed the proposed budget with revenue and expenses. A budget for YHDP staff and activities is being developed. Courtney indicated that she can work on a budget specific to Coordinated Entry funds. This budget is recommended by Finance Committee; a motion is not needed for approval. All in favor, budget is approved as presented. The budget will also be approved by United Way as part of the larger organization budget.		
Action Items	Person Responsible	Deadline
MSHDA HOME-ARP Funding		
Discussion		
Courtney shared that HOME-ARP funding for direct financial assistance will be allocated to The Salvation Army (TSA) with United Way (UW) as the fiduciary per MSHDA requirements. Funds will align with housing stability case management funding and will be disbursed the same as other prevention resources.		
Recently, additional MSHDA ESG-CV funds were allocated to TSA for prevention assistance. Additional funding from other sources may be coming; staff will keep Steering apprised of updates.		
Action Items	Person Responsible	Deadline
Update on Grand Rapids Chamber Public Health & Safety Letter to City Commission		
Discussion		
Courtney shared that there was a recent meeting with business leaders regarding current initiatives. In addition, the City of Grand Rapids Public Safety Committee identified ordinances in place and indicated that they do not plan to adopt new ordinances. Courtney anticipates continued education and engagement around solutions with the business and broader community.		
Action Items	Person Responsible	Deadline



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Strategic Plan: 2023 Goals			
Discussion			
Courtney wants to re-engage with the strategic plan implementation team in coming weeks. She presented suggested priorities for the first 6 months of 2023.			
Action Items		Person Responsible	Deadline
Youth Homelessness Demonstration Program Update			
Discussion			
Courtney provided an update on recent and upcoming activities to create a coordinated community plan to end youth homelessness in Kent County. Youth Action Board (YAB) has been heavily involved and will review projects submitted during the local funding competition.			
Action Items		Person Responsible	Deadline
Point In Time (PIT) Count Update			
Discussion			
Brianna Robach indicated that the annual Point In Time (PIT) Count will be held the night of Wednesday, January 25. She overviewed strategies developed to ensure a robust count, particularly of those experiencing unsheltered homelessness on that night.			
Action Items		Person Responsible	Deadline
Other Matters from Steering Council members			
Discussion			
Steering Council Orientation and Brief will be held in-person in February. Regular meetings will be held in-person once a quarter in person starting in March. The meeting time may change in the future to remove barriers to attendance.			
Lindsey Reames shared that Grand Rapids Housing Commission released an RFP for Project-Based Vouchers. Details are on their website; connect with Lindsey with questions.			
Public Comment on Any Item			
Discussion			
None			
Adjourn			
Motion by:	Adrienne Goodstal	Support from:	Elizabeth Stoddard